

CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS

“Honoring California’s Veterans”

Promoting and delivering the benefits provided by the grateful State of California to its deserving veterans and their families”

FOOD SERVICES TECHNICIAN II

Permanent Full Time

Salary: \$2215-\$2693 Monthly

4 positions available

Final File Date: Until Filled

LOCATION:

William J. “Pete” Knight Veterans Home-Lancaster
45221 30th Street West
Lancaster, CA. 93536

Who Should Apply:

Current State employees in this classification or those who are eligible on a certification list, transfers or reinstatement may apply for this vacancy.

NOTE: APPOINTMENT IS SUBJECT TO SROA/SURPLUS PROVISIONS. PLEASE ATTACH YOUR SROA/SURPLUS LETTER TO YOUR APPLICATION AND INDICATE THAT YOU ARE ON SROA STATUS/SURPLUS STATUS IN THE “APPLYING FOR” SECTION OF THE STD 678 EXAMINATION/EMPLOYMENT APPLICATION. APPLICATIONS WHICH INDICATE SROA/SURPLUS STATUS WILL BE GIVEN FIRST PRIORITY.

THE SALARY LISTED FOR THIS CLASSIFICATION WILL BE ADJUSTED ACCORDINGLY TO COMPLY WITH THE PROVISIONS OF THE FURLOUGH PROGRAM.

If you are not a current State employee or otherwise eligible, you may qualify for a civil service examination based on the minimum qualifications for the classification. To view a current listing of examinations being offered by the California Department of Veterans Affairs, please visit our website at www.cdva.ca.gov, or to view examinations offered by all State departments, please visit the State Personnel Board's website at www.spb.ca.gov.

HONORABLY DISCHARGED VETERANS WHO FALL UNDER EITHER CATEGORY AND MEET THE REQUIREMENTS RATED ON THE JOB AND/OR EXAMINATION ANNOUNCEMENT ARE ENCOURAGED TO APPLY.

Duties and Responsibilities: (Duties will be commensurate with the final candidate selection)

Under the general supervision of the Food Services Supervisor I:

- Lead worker in the dining room. Perform various duties in the preparation and serving of meals in the dining room and in cleaning and maintaining of equipment in work areas. Interpret and communicate effectively (verbally and in writing) with supervisors, staff and home residents. Assist in meal preparation, distribution of food and clean up. Instruct, direct, lead, communicate, coordinate duties of the day and work with food service staff.

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RELEASED: 3/8/2010

- *In accordance with therapeutic menu, dietitian and supervisor's instructions, accurately serve meals, nourishments and secondary meal items. Prepare and serve beverages. Safely operate, clean and maintain food service equipment. Act as cook's helper to assist in simple preparation and modification of food. Relieve cook by performing routine operations such as stirring food, preparing pans for cooking, toasting bread products, fry eggs or grind meat as required. Pan-up, cover, label, date and refrigerate food items. Properly handle left over food items as per supervisor's or cook's instructions. Weigh portion controlled items according to instruction. Deliver food to kitchen in event of emergency. Clean and sanitize tables and chairs in the dining room. Clean and sanitize dishes, silverware glasses, cups, pots and pans. Empty garbage from all main kitchen/main dining room spaces. Clean and sanitize all assigned work stations. Notify supervisor or cook if something is missing or running low on the service line.*
- *Lift, load, carry and transport supplies using good body mechanics. Check and record food temperatures, refrigeration and freezer unit temperatures, dishwashing machine temperatures and level of the sanitizer in the pot room. Sweep and mop any spills of food items that can become a safety hazard. Follow departmental guidelines for the proper handling and storage of food and supplies; practice good hygiene. Wear approved hair covering and apron; follow dress code. Report any unsafe or unsanitary conditions immediately to supervisor on duty.*
- *Complete and keep current daily food orders and current nourishment/ensure lists. Maintain daily reports and records as assigned; work at various sites as needed to meet staffing requirements. Attend and participate in ongoing department and facility training.*

How To Apply:

Visit the State Personnel Board (SPB) website at: www.spb.ca.gov, to download the application. Submit your completed State Application (Std. 678), and resume to: **William J. "Pete" Knight Veterans Home-Lancaster, 45221 30th Street West, Lancaster, CA. 93536 Attn: Tracy Gatling-M80# 013L 09/10.** You must reference position #576-215-2193-001. All State applications must be postmarked no later than the final filing date.

Important Note:

In Line #12 on the State application, you must clearly indicate the basis of your eligibility, i.e., list, transfer, SROA, Surplus, Re-employment or Reinstatement. Failure to do so could result in being rejected from the interview process.

Questions:

If you have any questions or request information concerning this posting, or need assistance in the application process, please contact Human Resource Office at 661-974-8188.

AN EQUAL OPPORTUNITY EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION. PER MILITARY AND VETERANS CODE, SECTION 80, WHENEVER POSSIBLE, PREFERENCE SHALL BE GIVEN TO VETERANS FOR EMPLOYMENT IN THE DEPARTMENT OF VETERANS AFFAIRS. IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS. APPLICATION S WILL BE SUBJECT TO SCREENING AND ONLY THE MOST QUALIFIED WILL BE INTERVIEWED. SUCCESSFUL COMPLETION OF LIVE SCAN AND A PRE-EMPLOYMENT PHYSICAL SCREENING (INCLUDING DRUG TESTING FOR CERTAIN CIVIL SERVICE CLASSIFICATIONS) WILL BE REQUIRED. RELEASED: 3.10.10

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